

GOVERNMENT OF TELANGANA  
**ABSTRACT**

General Administration Department – Purchases – Purchases of Computers, Stationery, Non stationery items – Constitution of Committee- Sanctioned Orders – Issued.

**GENERAL ADMINISTRATION (OP.III) DEPARTMENT**

G.O.RT.No. 711

Dated:04 .03.2015.

Read the following:

- 1) G.O.Rt.No.5581, G.A.(OP.III) Dept., dated 30.11.1995.
- 2) G.O.Rt.No.3553, G.A.(OP.III) Dept., dated 27.08.1998

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ORDER:

In the reference 1<sup>st</sup> read above a purchase committee was constituted for purchase of certain stationery and non – stationery items which are purchased locally on the basis of the no stock certificate issued by the Printing, stationery and Stores Purchase Department. In the reference 2<sup>nd</sup> read above, a High Level Purchase Committee for General Administration Department was constituted for purchase of stationery and non – stationery items which were hitherto supplied by the Commissioner of Printing and Stationery. Further there are certain items, which are to be procured from then local market and be supplied to the Government officers/staff once in one or two years, viz., computers, liveries, pen stands, etc. as per the existing rules. In order to have accountability of the items to be supplied, the purchase committee constituted vide reference 1<sup>st</sup> cited is re – constituted with the following members.

1. Joint Secretary to Government (Genl)	Chairman,
2. Asst. Secretary to Government, AIS (II)	Member
3. Asst.Secretary to Government (DDO)	Member
4. Asst. Secretary to Government, (Genl)	Convenor

2. The Committee will assess the requirement of other items like liveries, pen stands, pens, water glasses, flasks, other items, those are being supplies once in one or two financial years to officers/ staff in the General Administration Department as per existing rules.

3. The Committee will assess the suitability of the proposal for providing Laptops to the Middle level officers and Section Officers, in lieu of the Computer desktops systems, their number of requirements in General Administration Department for procuring as per rules. The used desktop systems, which are in working condition, may be provided to the ASOs/DEOs etc. as per the requisitions received in the Deptt.

4. The Committee shall ensure the quality material is purchased at the most reasonable cost.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

AJAY MISRA  
PRINCIPAL SECRETARY TO GOVT., (POLL.)

To

The Members of the Committee.

Copy to:

P.S to Chief Secretary to Government.

P.S to Prl.Secy. to Govt.(POLL)

P.S to Secy to Govt.(Services & HRM)

The Finance Department

P.S to Secy to Govt., IT & C Deptt.

// FORWARDED :: BY ORDER //

SECTION OFFICER.